

Trustees of the Lambertville Free Public Library
Minutes May 13, 2025, 7PM
Lambertville Free Public Library
6 Lilly St., Lambertville, NJ 08530
Meeting was held in person and via Zoom

The virtual meeting of the Trustees of the Lambertville Free Public Library was called to order at 7:00 PM by Karen Riedeburg. In addition to Ms. Riedeburg, present were Trustees Stephanie Volmer, Albert Bauer, Amy Connelly, Walt Jimenez, Kathleen Harris, and Kate Winslow and Ricardo Zapata (via Zoom).

In compliance with the open public meetings act, it was announced that this was the May 13 meeting of the Trustees, which had been published in The Times of Trenton and filed with the City Clerk for posting on the bulletin board located in City Hall.

Approval of Meeting Minutes

The minutes from the April 8, 2025, meetings were approved unanimously.

Treasury Report

The bills were presented, and the motion to approve pre-paid bills totaling \$5,164.70 and to pay open bills totaling \$28,819.78 was unanimously approved (resolution 019-2025).

Resolutions

Director's Report by Jen Sirak

- Please see the attached updated project cost estimate spreadsheet. The donations account expenditure is higher than we originally planned. We will most likely be receiving additional donations in the next month that can offset this, and we can discuss at the meeting what to place on hold if we don't want to go below a certain threshold. (Board is in agreement that we will have enough funds coming in to cover these extra expenses.)
- I found a more local air duct cleaning company for \$1800 which is what we paid 5 years ago during the pandemic, so I will schedule them after the carpet is fully installed.
- I got a second quote for blinds and shades which is less than the first company with a lifetime guarantee on moving parts. This includes sale pricing and we would need to commit a deposit by May 24. This does not include any treatment for the front desk side window, which would have been very expensive. That will have to be our own DIY project.
- The window washing price and deep clean price is still in flux, hopefully I will have more information today. We are on a time limit with the windows as the storm windows are currently off the building making cleaning much easier. The exterior painters are going to reinstall them in two weeks or so.
- The interior painters are going to be finishing up in the next couple of days and everything is looking beautiful. Thank you so much to Rodrigo Mejia and his crew for all they have done for the library.
- We would be perfectly on track for the carpet installation to begin Monday, however there is a delay with the supplier for the main library room carpet at the factory level due to a yarn issue. Direct Flooring will still come Monday and do most of the upstairs and the stairs, which will not have the carpet type that is delayed. They will

come back to do the downstairs, hopefully in a few weeks, but nothing firm yet. The silver lining is that the upstairs shelving can now be easily moved out of the way and into the two spaces that will not be getting carpet.

- Once those upstairs pieces are done, we can begin moving the art book shelving and books back from Holcombe barn and start putting the gallery back together. We can also reattach all the kids shelving. At that point we will have to reassess the timeline and when we will call the Pods back to unload. The air duct cleaning will not take place until all the carpet is installed, at the recommendation of the air duct company.
- As you can see from the spreadsheet, there are other ongoing projects happening that are not affected by the carpet. Instead of buying new front desk storage shelving, Dan Longhi is going to build them to match the desk for us.
- I asked the electrician for a quote to remove the old electric baseboard heaters that are no longer needed downstairs. I assume this will be a future project however, the library is empty and closed right now which would make it a much easier job. We can revisit this when the quote comes in.
- We have not heard anything about the Rev 250 state library grant, which was supposed to be released April 30. Our application is still listed as undecided and I don't see any announcements posted. I suspect the state library is delayed with the IMLS situation.

Children's Librarian Report

- **Collection:** Despite only two small orders for must-have new books, our collection is growing! We were kindly invited to the gleaning at the Friends of the Hunterdon County Library, where I was able to get some great new popular Romantasy Young Adults novels, Juvenile nonfiction (and replace some popular books that went missing after the school visits last year), and some great picture and board books. We were also given some wonderful donations of YA/Juvenile books in fantastic shape. This will help to offset the children and teens' book budget when the large reorders are submitted.
- **Programs & Events:** All past events and outreach opportunities mentioned in my previous report (the Toy & Clothing Exchange, Family Literacy Night, the Preschool & Kindergarten Expo, the Green Fair, and my Kalmia Club presentation) went fabulously and were very productive. We made lots of great connections and networking opportunities at the outreach events. One of my Summer Reading events is with SPLASH Floating Classroom because we were seated next to each other at the Green Fair! We should be hearing about the total donations from the Kalmia donation drive for the library soon, since their monthly meeting yesterday, 5/12.
- Justice Center programming is going great as well! The toddlers love Bouncy Book Time there since they have lots of room to run around and play (Kathy the Court Administrator loves having the kids there!).
- The tutors and tutees have been fantastic and very flexible, adapting to the new space well. They are very thankful that the library was able to provide a space during our closure. Mah Jong going well at the Justice Center. Their group continues to grow!
- In my "tech person" capacity, website developments have been going well. I've been teaching some other staff members the basics so that I'm not the only one with the "keys" to the website. I've split many of the webpages into multiple pages, since there was an overwhelming and confusing amount of information on some of the pages. The

Board now has its own page! Steph and I have been working together on creating and tweaking the format.

- Last but certainly not least, Summer Reading planning is going full steam ahead during all the chaos! Events like SPLASH Floating Classroom, Mad Science: Slime Time, Cartooning Workshop with Mike Dawson, Eyes of the Wild: Animal Presentation, and the return of LEGO Club are already mostly set. Events like Ben's Balloon Twisting (always a hit), NJ Bubble Parties, and a Touch-A-Truck event are in the works! Reading logs and calendar handouts are well on their way to being done, but printing will have to wait until we're back in our building to use our beloved giant copier.
- The kids' and teens' space renovations are going well. We've rearranged some of the shelving to maximize natural light and to avoid any "dead zones," shelves that are so hard to browse that their circulation numbers are extremely low. We've also been working with Hope Gaburo on a mural in the early reader's room to really lean into the new nature theme of the room. New furniture is mostly picked out for the kids' and teens' areas with the budget as it stands. Overall, it's a very busy, but exciting time for everyone.

Committee Reports

a. Buildings and Grounds: no report

b. Community Outreach: The website is getting updated with the new board information and bios. Also, discussed the reopening plan and party, which will do double duty as a sneak peek for donors and thank you for volunteers. We will have to make some decisions regarding the pop-up library around the June 14 wedding taking place at City Hall (can we move the pop-up contents temporarily, or will we need to be out completely by that date? And if so, where will these things go?).

c. Finance: See above

d. Policy: no report

e. Strategic Planning: no report

Correspondence

No correspondence.

New Business

No new business.

Public Comment

No public comment.

The meeting adjourned at 8:04 pm.

